



United States
Department of
Agriculture

National Institute
of Food and
Agriculture



The Leadership Management Dashboard (LMD) User Guide:

State Snapshots

SYSTEM VERSION: 5.0

DOCUMENT VERSION: 1.0

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Contact Us:

For general questions about this application, or support for the Reporting Portal and Logging in:
electronic@nifa.usda.gov (Tier 1 support for all users)

Document Comments:

We value your feedback on this document. Please email your comments to
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Hours: M-F 7AM – 3:30PM

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This document was created by users for users. We value your feedback! The Planning, Accountability and Reporting Staff (PARS) at NIFA has super-users that may be able to help if you encounter problems:

Laurie Fortis: lfortis@nifa.usda.gov Falita Liles: fliles@nifa.usda.gov or

Bart Hewitt: bhewitt@nifa.usda.gov (Supervisor)

Please remember, the data shown in this guide may not be available to the public. This guide is intended for internal use only.

User Guide Organization:

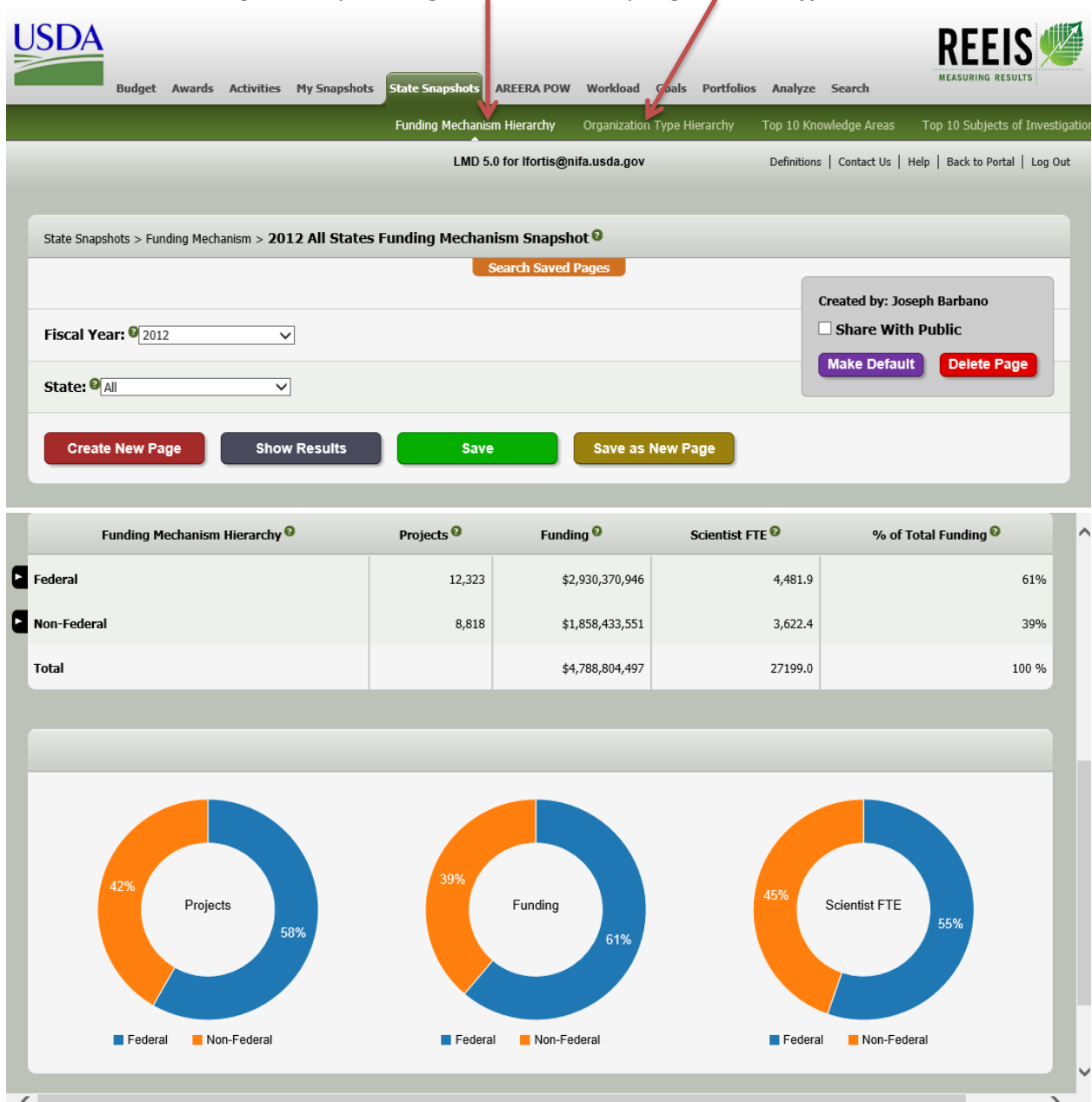
Guides are available under the “Help” link. The Basic Navigation Guide shows you the basics of LMD. Every other guide is specific to one “Tab” in LMD, which are listed below. To download the complete Guide, please visit the Intranet site: <http://intranet.nifa.usda.gov/groups/OfficesUnits/OA/PA/Reporting>

Tab	User Guide
General Introduction Guide	1 - Basic Navigation in LMD – User Start Guide v1.0
Acronyms	Acronym List v1.0
Activities	Activities User Guide v1.0
Analyze	Analyze User Guide v1.0
AREERA POW	AREERA POW User Guide v1.0
Awards	Budget and Awards User Guide v1.0
Search	Enterprise Search User Guide – Faceted Search Overview v1.0
Search	Enterprise Search User Guide v1.0
Goals	Goals and Portfolios User Guide v1.0
Portfolios	Goals and Portfolios User Guide v1.0
My Snapshots	My Snapshots User Guide v1.0
State Snapshots	State Snapshots User Guide v1.0
Workload	Workload User Guide v1.0
CRIS Classification Reference	My Snapshots User Guide v1.0

State Snapshots

This tab shows summaries of the AD-419 data for capacity projects, the AD-418 data for funding from other Federal Agencies and the C-REEMS project obligations for non-capacity projects at NIFA. The AD-419 data is expenditures of the previous fiscal year as reported by the Land-Grant Institutions (LGUs) financial representatives so this data is at least one year behind the current FY.

LMD breaks this information down into 4 sub-tabs. The first two tabs each present the same funding information but are organized by **Funding Mechanisms** or by **Organization Type**.



While the data looks simple as displayed, each type of funding/organization can be expanded to see the full context of the information for each State by Fiscal Year. Information available includes the number of projects, funding, scientist FTE (if available) and percent total funding as in the My Snapshots tab.

Data Sources: These numbers are “Actuals” or data used to report to the budget office.

Funding information and FTEs for capacity projects is from the AD-419. To view the AD-419 details, [click here](#). FTE is calculated for the NIFA portion of the project only. For non-capacity projects funding information comes from the Gateway to eGrants table generated by C-REEMS. FTEs are not available for non-capacity projects. Funding from other Federal Agencies is from the AD-418 in CRIS (which is loaded manually on the back end). (For more information about FTEs please see the My Snapshots guide.)

This data does not include Extension program reporting data (Smith-Lever 3b&3c and 1890 Extension), which is only reported out of the Plan of Work (POW) application since capacity-funded extension programs do not fill out technical reports in the REEport/CRIS applications.

Percent of total funding is calculated by LMD to show the percentage of the NIFA expenditure amount attributed to the funding line.

Organization type is designated on the Supplemental Information Form on the last page of the grant application. LMD has the capability to include the following rollup groups for NIFA Funding:

1890 Land Grant College or University – Historically Black Colleges and Universities including Tuskegee

Cooperative Extension Service – Each State and Territory has a State Extension Office at the land-grant university and a network of local or regional offices to deliver Extension services.

Forestry School – Schools designated as ‘Forestry Schools’ in each State which are eligible to receive McIntire-Stennis and RREA funding.

Other Cooperating Institutions – These are grouped institutions that do not belong to the Land-Grant University System but receive NIFA funding. (<http://www.csrees.usda.gov/Extension/>)

School of Veterinary Medicine – These are State designated and USDA approved Veterinary Schools eligible for Animal Health and Disease Research funding.

Small Business Innovation Research Grant Recipient – These are for-profit companies eligible for Small Business Innovation Research (SBIR Phase I and Phase II) grants.

State Agricultural Experiment Station – These are State designated agricultural research centers affiliated with the land-grant university of each State. This group also includes the 1862 Universities.

Other USDA Funding is shown as well for ARS, ERS and the FS.

The next pages show the expanded view of the information offered on these two sub-tabs:

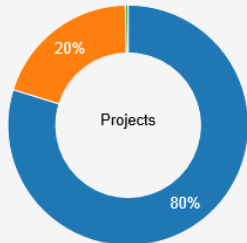
Funding Mechanism Hierarchy:

	Funding Mechanism Hierarchy [?]	Projects [?]	Funding [?]	Scientist FTE [?]	% of Total Funding [?]
▼	Federal	12,323	\$2,930,370,946	4,481.9	61%
▼	Other Federal	3,656	\$610,219,838	875.0	13%
▼	Other Federal	3,656	\$610,219,838	875.0	13%
	Agency for International Development	47	\$19,527,212	20.7	0%
	Department of Defense	342	\$29,807,877	45.8	1%
	Department of Energy	222	\$34,643,662	46.5	1%
	Foreign Agricultural Research (PL 480)	0	\$0	0.0	0%
	Health and Human Services	410	\$81,118,289	121.9	2%
	National Aeronautics and Space Administration	125	\$8,073,388	12.1	0%
	National Institutes of Health	590	\$116,114,024	196.2	2%
	National Science Foundation	1,081	\$118,276,535	178.8	2%
	Other Federal Funds	2,555	\$199,995,763	251.5	4%
	Public Health Service	4	\$269,375	1.1	0%
	Tennessee Valley Authority	9	\$2,393,713	0.3	0%
▼	USDA	10,945	\$2,320,151,108	3,606.9	48%
▼	NIFA	8,454	\$873,016,056	879.2	18%
▼	Congressionally Directed Funds	701	\$350,980,967	0.0	7%
	Other NIFA Grants	653	\$332,377,947	0.0	7%
	Special Research Grants	48	\$18,603,020	0.0	0%
▼	Formula	7,027	\$283,625,824	879.2	6%
	Animal Health Section 1433	180	\$3,454,632	10.8	0%
	Evans-Allen / 1890 Institution	211	\$36,857,907	127.8	1%
	McIntire-Stennis Funds	623	\$28,596,676	92.7	1%
	Multi-State Hatch Funds	1,501	\$52,757,980	160.8	1%
	Regular Hatch Funds	4,932	\$161,958,629	487.1	3%
	Smith Lever 3(b)(c)	0	\$0	0.0	0%
▼	Non-Formula	726	\$238,409,265	0.0	5%
	Agriculture and Food Research Initiative (AFRI) Competitive Grants	428	\$189,437,079	0.0	4%
	National Research Initiative (NRI) Competitive Grants	10	\$1,827,369	0.0	0%
	NIFA Cooperative Agreements	0	\$0	0.0	0%

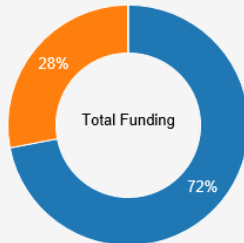
	Other Extension Grant	0	\$0	0.0	0%
	SERD	0	\$0	0.0	0%
	Small Business Innovative Research (SBIR) Grants	90	\$17,055,827	0.0	0%
	Smith Lever 3(d)	198	\$30,088,990	0.0	1%
▼	Other USDA	1,996	\$169,556,613	253.8	4%
	Non-NIFA USDA Contracts/Grants/Agreements	1,996	\$169,556,613	253.8	4%
▼	USDA Appropriation	1,977	\$1,277,578,439	2,474.0	27%
	Forest Service Research Contracts	14	\$2,673,813	7.4	0%
	USDA Grants & Agreements with Others	654	\$87,134,675	4.2	2%
	USDA Grants & Agreements with SAES	221	\$22,941,415	1.8	0%
	USDA Other	37	\$5,692,608	15.2	0%
	USDA Regular In House	1,126	\$1,159,135,928	2,445.4	24%
▼	Non-Federal	8,818	\$1,858,433,551	3,622.4	39%
▼	Other Non-Federal	6,128	\$753,482,239	1,147.3	16%
	Industry Grants and Agreements	3,303	\$271,936,207	424.1	6%
	Other Non-federal Funds	3,722	\$236,371,225	396.6	5%
	Self-Generated Funds	3,722	\$243,302,016	323.7	5%
	Trust Funds, Contracts, Grants, Agreements with Others	17	\$1,310,787	2.9	0%
	Trust Funds, Contracts, Grants, Agreements with SAES	0	\$0	0.0	0%
	Trust Funds, In House	19	\$562,004	0.0	0%
	State Appropriation	8,382	\$1,104,951,312	2,475.1	23%
	Total		\$4,788,804,497	27199.0	100 %

Organization Type Hierarchy:

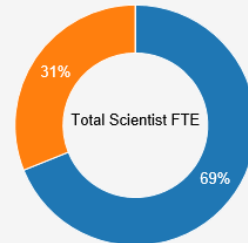
Organization Type Hierarchy ²	Projects ²	Total Funding ²	NIFA Administered Funding ²	Total Scientist FTE ²	% of Total Funding from NIFA ²
NIFA Administered	10,766	\$3,447,256,734	\$873,016,056	5,584.7	25%
1890 Land Grant College or University	337	\$99,026,816	\$74,940,151	210.0	76%
Cooperative Extension Service	154	\$33,943,380	\$33,943,380	0.0	100%
Forestry School	604	\$170,522,817	\$14,300,363	281.7	8%
Other Cooperating Institution	447	\$194,892,218	\$194,892,218	0.0	100%
School of Veterinary Medicine	423	\$244,321,155	\$11,655,508	421.4	5%
Small Business Innovative Research Grant Recipient	90	\$17,055,827	\$17,055,827	0.0	100%
State Agricultural Experiment Station	8,711	\$2,687,494,521	\$526,228,609	4,671.6	20%
Other USDA	2,678	\$1,337,263,508	\$0	2,519.7	0%
ARS	2,490	\$1,102,216,392	\$0	1,971.2	0%
ERS	0	\$0	\$0	0.0	0%
FS	188	\$235,047,116	\$0	548.5	0%
Unknown	50	\$4,284,255	\$0	0.0	0%
Total		\$4,788,804,497	\$873,016,056	16208.8	100 %



■ NIFA Administered ■ Other USDA
■ Unknown



■ NIFA Administered ■ Other USDA
■ Unknown



■ NIFA Administered ■ Other USDA
■ Unknown

The last two tabs show a summary of this information for the top 10 Knowledge Areas, and Top 10 Subjects of Investigation respectively. For more details about these classification types see the Classification Appendix (open it under the Help link).

You can retrieve the search by clicking the name you choose for it using the “Search Saved Pages (pull down tab) at the top of the query window.

When you click “Save as New Page”, a pop up box opens for you to give the search a Name, and also add an optional Description and Keywords. After you save the search, new options will be available on the page as shown in the next screenshot. These are new options that allow you to make a default page for when you open this tab, reset the search, change the search and resave it, or rename the search. If you change a limit you are changing the search and must save it again to see all the options.

You can choose to “Share With Public” so others may also view your search results by looking on the “Search Saved Pages” pull down menu, or keep it private to yourself by not clicking the box.

This new feature allows you to “Delete Page” or “Make Default” the saved search on the current page.

The screenshot shows a search interface with the following elements:

- Breadcrumb: My Snapshots > Subject of Investigation > Example Snapshot by unclassified SOI
- Search Saved Pages: A dropdown menu highlighted by a red box.
- Keywords: unclassified
- Fiscal Year: All (dropdown)
- State: All (dropdown)
- Sponsoring Agency: NIFA (dropdown)
- Subject of Investigation: (text input)
- Classification: x 0001: Administration x 9900: Unclassified
- Buttons at the bottom: Create New Page, Show Results, Save, Save as New Page

A red arrow points from the 'Search Saved Pages' dropdown to a pop-up menu that contains the following options:

- Created by: Laurie Fortis
- ☐ Share With Public
- Make Default (purple button)
- Delete Page (red button)

Other commands available using the buttons at the bottom of the window are below:

“Create New Page” click to reset your search and start a new analysis page

“Show Results” if you want to change a limit or add another SOI, you can do that and then click this to refresh the results in the table and graphs below the search.

“Save” is used if you change your search and want to resave the page as the same name. This will replace the original search limits for the saved search.

“Save as New Page” is so you can save your changed search to a new saved search page with a new name. This will not replace the original saved search, which is left untouched, so both will appear under the Search Saved Pages drop town tab.

For your convenience, a copy of the CRIS Classification and current Manual link is provided with a linked Table of Contents on the pages that follow.

Appendix A: AD-419 Form

NIFA collected 419 data for both capacity and non-capacity (competitive) programs up until 2009. In 2009 the 419 was not required for non-capacity projects. We recently began the process of putting the 419 requirement back in place for non-capacity projects. So, 419 data is only available for capacity programs at this time. [\(click here to return to the instructions\)](#)

United States Department of Agriculture AD-419 Research Funds and Staff Support U.S. Dept. of Agriculture, State Agricultural Experiment Stations and Other Institutions		Date (mm/dd/yyyy)
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1. Accession No.	Agency Identifiers 2. 3.	5. Work Unit/Project No.	Multi-State	Type or Contract No.:
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7. Title:

Allocation of Research Funds to Work Unit/Project at Location	Field Number	FY Actual \$
<u>Federal Research Funds NIFA Administered</u>		
Hatch Funds	201	_____
Multi-State Research Funds	202	_____
McIntire-Stennis Funds	203	_____
Contracts, Grants, Cooperative Agreements for Research	204	_____
Other Funds (Animal Health Sec. 1433, Evans-Allen, Other NIFA)	205	_____
Total NIFA Research Funds	231	_____
<u>Other Federal Research Funds</u>		
USDA Contracts Grants Coop Agmts	219	_____
National Science Foundation	209	_____
Department of Energy	310	_____
Agency for International Development	308	_____
Department of Defense	311	_____
National Institute of Health	316	_____
Public Health Service	312	_____
Health and Human Services	313	_____
National Aeronautics and Space Adm	314	_____
Tennessee Valley Authority	315	_____
Other Federal Funds (Including NIFA Administered "Pass Through" Funds)	318	_____
Total Other Federal Research Funds	332	_____
<u>Non-Federal Research Funds</u>		
State Appropriations	220	_____
Self-Generated Funds	221	_____
Industry Grants and Agreements	222	_____
Other Non-Federal Funds	223	_____
Total Non-Federal Funds	233	_____
Total ALL Research Funds	234	_____
<u>Staff Support</u>		
Non-Federal Employed Staff Support (Report nearest 0.1 Year)		
Scientists (Assistant Professor and above)	241	_____
Professional Support	242	_____
Technical Support	243	_____
Clerical, Labor and Other	244	_____
Total Support Years	350	_____

Submitted by: (Signature)	Title:
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According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0524-0042. The time required to complete this information collection is estimated to average 84 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.